

Missouri Department of Transportation  
*Roberta Broeker, Interim Director*

573.751.2551  
Fax: 573.751.6555  
1.888.ASK MODOT (275.6636)

[DATE]

[OWNER NAME]  
[OWNER ADDRESS]  
[OWNER CITY], [OWNER STATE] [OWNER ZIP]

RE: Permit [PERMIT NUMBER]  
[COUNTY] County, [ROUTE]

Dear [OWNER CONTACT]:

On [DATE], the digital upgrade request for permit [PERMIT NUMBER] was approved. You have twelve (12) months to upgrade this sign with digital technology pursuant to Section 226.541, RSMo and 7 CSR 10-6.040 (4) (I). MoDOT will consider the upgrade complete once the digital panel(s) has been installed on the structure. If the digital panel(s) is not installed, the approval to upgrade will expire twelve (12) months from the date issued pursuant to Section 226.541, RSMo and 7 CSR 10-6.040 (4) (I).

For additional information regarding outdoor advertising rules and regulations, please log onto [http://www.modot.org/business/Outdoor\\_Advertising](http://www.modot.org/business/Outdoor_Advertising). If you have questions, please contact me at [PHONE NUMBER].

Sincerely,

[PERMIT SPECIALIST]  
[PERMIT SPECIALIST TITLE]

